

U.S. Department of Commerce

Census Bureau National Advisory Committee on Racial, Ethnic, and Other Populations

**Membership Balance Plan**

- (1) **Name:** Census Bureau National Advisory Committee on Racial, Ethnic, and Other Populations
- (2) **Authority:** Departmental Authority, through a Secretary of Commerce Decision Memorandum.
- (3) **Mission/Function:** The Census Bureau National Advisory Committee on Racial, Ethnic, and Other Populations advises the Director of the Census Bureau on the full range of economic, housing, demographic, socioeconomic, linguistic, technological, methodological, geographic, behavioral and operational variables affecting the cost, accuracy and implementation of Census Bureau programs and surveys, including the decennial census.
- (4) **Points of View:**
  - (A) The Census Bureau National Advisory Committee on Racial, Ethnic, and Other Populations consists of up to 30 members and a Chair and Vice Chair. Committee members represent academia, private enterprise, research institutions, community-based organizations and other entities. Member expertise encompasses demography, economics, geography, social and behavioral sciences, marketing, and other diverse fields of expertise. Membership balance is not static, and the expertise or experience relevant to the mission/function of this Committee may change over time, depending on the work of the Committee and agency needs.
  - (B) The anticipated distribution of candidates will reflect members from race and ethnic populations as well as representatives with expertise on hard-to-count populations, hidden households, technology, geography, and household coverage, etc.
  - (C) The Committee's charter allows the appointment of both Special Government Employees and/or Representative members. Incorporating both types of membership enables the Census Bureau to appoint industry representatives from associations or corporations (as Representative members), and/or individuals with distinction in academia or diverse subject areas.
- (5) **Other Balance Factors:**
  - Geographic Diversity
  - Gender
  - Perspective
  - Technical knowledge vs. community-based expertise
- (6) **Candidate Identification Process**
  - (A) The CMO, in conjunction with the DFO and Census subject matter staff identifies candidates from a diverse network of populations, organizations, corporations and institutions from across the country. A Federal Register Notice is published and placed on the Census webpage to solicit nominations from the public as well as notifications to an extensive list of Census Bureau stakeholders.
  - (B) The DFO and CMO, in conjunction with an internal nominating team of Census professionals will develop a candidate list for executive evaluation and review.

(C) A short list of the best qualified candidates is transmitted to the Director of the Census Bureau for review and final approval/selection. The resulting top candidates will be contacted for interest and availability. Formal letters of invitation to serve on the Committee are extended to selected appointees by the Census Director. If vacancies occur during the life of the Committee, the Census Director reviews the needs of the Census Bureau and initiates a new selection process to fill vacant seats as described above

(D) Pending the needs of the agency, members will generally serve for a three-year term, although shorter terms of one or two years are permissible on a case-by-case basis.

(7) **Subcommittee Balance:** The process that will be used to determine advisory committee member balance for the parent Federal advisory committee will be used for any subcommittees that may be created.

(8) **Other:** Not applicable.

(9) **Date Prepared:** February 20, 2014.